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BACKFLOW ASSEMBLY TESTING



City of Columbus Submittal Instructions
Test Report Form Cross Reference
to On-line Forms
May 21, 2015

This document is provided to assist testers familiar with the City of Columbus Backflow Prevention Assembly Test Report in transitioning to use of the City's newly implemented online test submittal software. Refer to City of Columbus Submittal Instructions for On-line Software, on-line at www.columbus.gov/backflow/testers for detailed instructions regarding use of the new software.

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How to use this document

The City of Columbus, Division of Water *Backflow Prevention Assembly Test Report* consists of eight sections as shown in Figure 1. Each section in Figure 1 has been highlighted and given a letter from A-H.

A A A A A A A A A A A A A A A A A A A	* * * * * * * * * * * * * * * * * * * *					LE OR INCOMPL		-	I	lease ret MAIL: (E	urn to: City of Columbus Backflow Comp 18 Dublin Road	liance		
2000年成本成本	大学等										Columbus, Ohio			
						omer and Propert								
PROPERTY.	ADDRESS:_					Δ				Zip				
DUSINESS IV	AML													
CONTACT P	ERSON:					PHONE				FAX#				
NEW INSTA	I ATION T	rvies	TING	П	DENT 4	Device Inform				MIMOR	D.			
NEW INSTAL TYPE OF AS						$ \begin{array}{ccc} ACEMENT \Box & OL \\ RP & DC \end{array} $					K:			
						DEL:		E:	SERI	AL NO	B			
						nplete building):							-	
Describe locat	ion of assemi	hlv												
		le Chec	k Ass	embly		Reduced Pre	ssure A	ssembly	Pass		Pressure Vacu	um Breaker	Pass	
	Outlet Valve	Pass		Fail		1 st Check Valve		_psid	Fai1		Air Inlet Valve	psig	Fail	
Initial Test	1 st Check Valve		psid	Pass Fail		Relief Valve Opening Point		psid	Pass Fail		Check Valve	psig	Pass Fail	E
	2 nd Check Valve		psid	Pass Fail		2 nd Check Valve	Pass		Fai1					
Panaire 6					_	Outlet Valve	Pass		Fail	П				
Repairs & Materials Used		C)				E		
	Outlet Valve	Pass		Fail		1 st Check Valve		_psid	Pass Fail		Air Inlet Valve	psig	Pass Fail	
Re-Test After Repairs	1 st Check Valve		psid	Pass Fail		Relief Valve Opening Point	-	_psid	Pass Fail		Check Valve	psig	Pass Fail	E
-	2 nd Check Valve		psid	Pass Fail		2 nd Check Valve	Pass		Fail		AIR GA Required		TION: paration	1
Does the asser	nbly meet pr	oper pip	ing ins	tallation	requir	ements? YES		0 🔲	Fail		ETTIVITE!		T	
Assembly	PASSED	(_) F.	AILEI	D() * N(LL REPA	AIRS MU	ST BE	COMPLI	ETED WITHIN	10) DAYS	ı	
COMMENTS	i					U								
						0 40 17		-					•	
						Certified Tester In				<u> 11</u>				
						REPORT IS TRU								
Tester's Nam	,							Cert						
Test Equipme	nt: Mal	ce:				Model	S.	N#			Cal. Date			

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Figures 2-6 show the various sections enlarged. Each line or check box that requires input from the tester is numbered. Generally speaking, the same information on the paper form

will be entered into the electronic forms. The specific line number is a combination of the section letter and the line number. So for example, the PROPERTY ADDRESS shown in Figure 2

is Line A1. The device SERIAL NO. is Line B8. These line numbers will be referenced later in theses instructions for filling out the web-based forms.

Figure 2
Cross-Reference Key – Customer and Property Information; Device Information

BACKFLOW PREVENTION ASSEMBLY TEST REPORT FAILED, ILLEGIBLE OR INCOMPLETE REPORTS WILL NOT BE ACCEPTED Please return to: MAIL: City of Columbus, Division of Water Backflow Compliance 918 Dublin Road (Building 918) Columbus, Ohio 43215-9052	
PROPERTY ADDRESS: BUSINESS NAME CONTACT PERSON: Customer and Property Information – Please Print A phone# Description	1
1 NEW INSTALLATION EXISTING or REPLACEMENT OLD ASSEMBLY SERIAL NUMBER: TYPE OF ASSEMBLY (CIRCLE ONE) AIR GAP RP DC PVB OTHER (SPECIFY) 4 MAKE OF ASSEMBLY: 5 MODEL: 6 SIZE: 7 SERIAL NO.: 8 What hazard is being isolated? (i.e. boiler, irrigation, complete building): 9 Describe location of assembly: Power Assembly: Processor Assembly: Pr	3

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Figure 3
Cross-Reference Key – Double Check Assembly

	Doub	le Check Ass	embly
C	Outlet Valve	Pass	Fail
Initial Test	1 st Check Valve	2a psid	Pass Fail 2b
	2 nd Check Valve	3a psid	Pass Fail 3b
-			
Repairs & Materials Used		4	
	Outlet Valve	Pass \square	Fail
Re-Test After Repairs	1 st Check Valve	sid	Pass Fail 6b
	2 nd Check Valve	7a psid	Pass Fail 7b

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Figure 4
Cross-Reference Key – Reduced Pressure Assembly

on, cor	nplete building):			
	Dadward Drag	gguno Aggombly	1	I 30.
	Reduced Fres	ssure Assembly		lr
	1 st Check Valve	1a psid	Pass Fail 1b	
	Relief Valve Opening Point	2a psid	Pass Fail 2b	C
	2 nd Check Valve	Pass 3	Fail	
	Outlet Valve	Pass 4	Fail 🔲	
		5		
	1 st Check Valve	6a psid	Pass Fai 6b	I
	Relief Valve Opening Point	7a psid	Pass Fail 7b	C
	2 nd Check Valve	Pass 8	Fail 🔲	
	Outlet Valve	Pass	Fail 🔲	
requi	rements: 1 Lo	NO L		
	_			
)() * NOTE. AL	I DEDAIDS MIIS	T DE COMDI E	ТТ

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Figure 5
Cross-Reference Key – Pressure Vacuum Breaker; Air Gap Inspection

E								
Pressure Vacuum Breaker								
Air Inlet Valve Tapsig Pass Fail Ib								
Check Valve 2a Pass Fail								
3								
Air Inlet Valve Pass Fai 4b								
Check Valve Sa psig Pass Fail 5b								
AIR GAP INSPECTION: Required Air Gap Separation Provided? Yes 1 No 1								

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Figure 6
Cross-Reference Key – Assembly Status; Certified Tester Information

Does the assembly meet proper pining installation requirements? YES NO 1 Assembly PASSED(2b) * NOTE: ALL REPAIRS MUST BE COMPLETED WITHIN (10) DAYS COMMENTS:
Certified Tester Information – Please Print I CERTIFY THAT ALL INFORMATION ON THIS REPORT IS TRUE AND ACCURATE. Tester's Name (PRINTED): Test Equipment: Make: 3 Model 4 SN# 5 Cal. Date Tester's CO. Name: PH#: 8 Tester's Signature: 9 Date: 10

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Using the On-Line Application

Refer to the Backflow Assembly Testing, City of Columbus Submittal Instructions on the Columbus web site, at www.columbus.gov/backflow/testers for detailed instructions on use of the software, including log in instructions. The following screen-captures from the software show what information is required and where

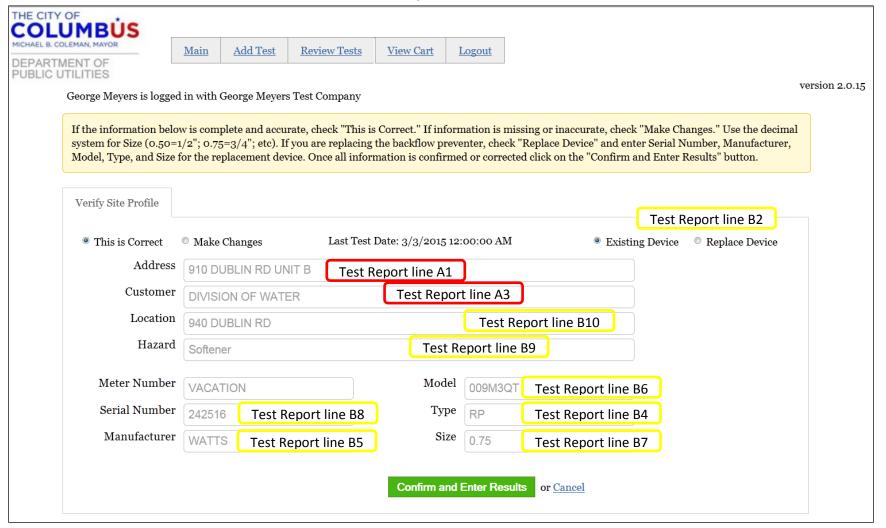
that information previously would have been recorded on the old forms. The same information entered on the old forms is required when filling out the on-line forms.

Figure 7
Device Profile Search

THE CITY OF COLUMBUS						
MICHAEL B. COLEMAN, MAYOR	Main	Add Test	Review Tests	View Cart	Logout	
DEPARTMENT OF PUBLIC UTILITIES						version 2.0.15
George Meyers is logged in with	George Me	eyers Test Com	pany			, and the second se
customer. Search on line for the	e device by n using the	entering the s	erial number and l	ouilding numbe	r only (no sti	device matches the number on the notice sent to the reet name) in the spaces provided. If multiple at (614) 645-6674 if no device is found when you
Device Profile Search						
					*	Indicates Required Field
	* 5	Serial Number	From device	or Test Repo	rt line B8	
*	House/Bui	lding Number	Number onl	y, from Test R	eport line A	1
			OR			
		*Hazard #				
				Locate	Device or	<u>Clear Form</u>

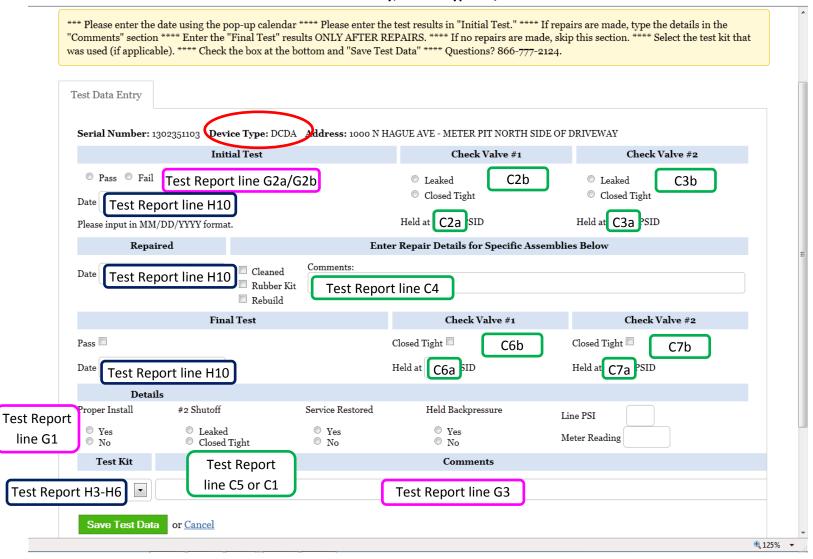
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Figure 8
Verify Site Profile



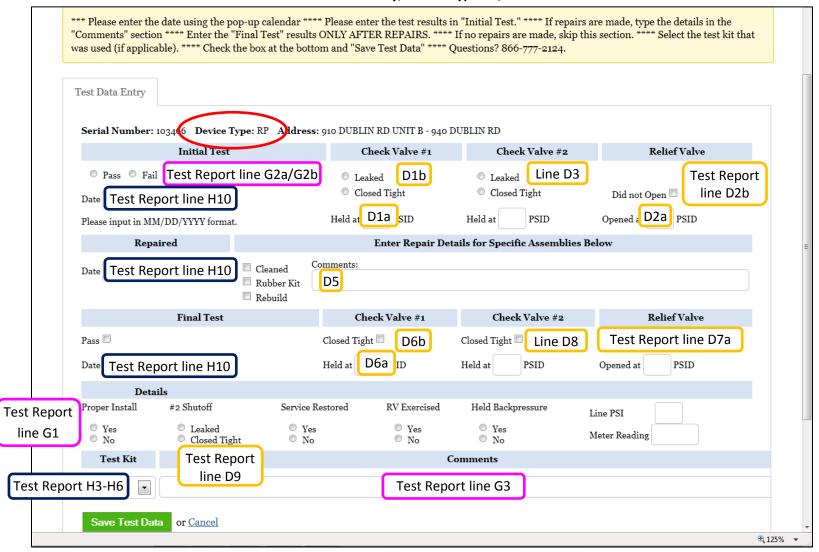
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Figure 9
Test Data Entry, Device Type DC/DCDA



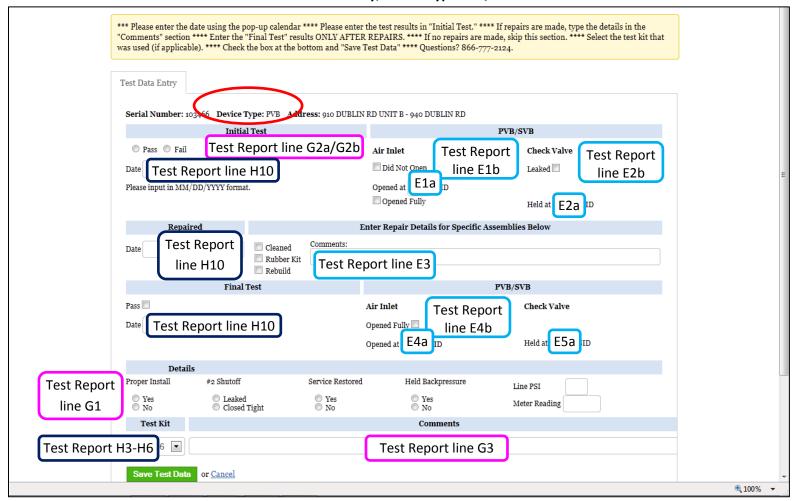
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Figure 10
Test Data Entry, Device Type RP/RPDA



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Figure 11
Test Data Entry, Device Type PVB/SVB



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Figure 12
Test Data Entry, Air Gap Inspection

Test Data Entry					
Serial Number: 1111111100 Device	Type: AIRGAP	ess: 1100 DUBLIN RD -	ABOVE 3 COMPARTMEN	r sink	
			A	ir Gap Supply Diameter	Separation
Initial Test	Check Valve #1	Check Valve #2	Relief Valve	PVB	'SVB
Test Report line H10		© Leaked © Closed Tight Held at PSID	Did not Open Opened at PSID	Air Inlet Did Not Open Opened at PSID	Check Valve
Please input in $\mathrm{MM}/\mathrm{DD}/\mathrm{YYYY}$ format.			opened atTSID	Opened Fully	Held at PSID
Repaired		Enter Repair	Details for Specific Ass	emblies Below	
Date	Cleaned Rubber Kit Rebuild	ents:			
Final Test	Check Valve #1	Check Valve #2	Relief Valve	PVB/	SVB
Pass 🔲	Closed Tight	Closed Tight		Air Inlet	Check Valve
Date	Held at PSID	Held at PSID	Opened at PSID	Opened Fully	
				Opened at PSID	Held at PSID
Details					
Proper Install #2 Shutoff	Service Restor	ed RV Exercised	l Held Backpressure	Line PSI	
○ Yes	O Yes No	O Yes No	O Yes No	Meter Reading	
Test Kit			Comments		
12345678 ▼ Test Repo	rt line G3				
* I understand that I must provid * I certify that all information en I certify that the equipment use				nd/or person in charge	of premise.

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